



State of Delaware
Water Infrastructure Advisory Council
5 E. Reed Street, Suite 200
Dover, Delaware 19901

Telephone: (302) 739-9941
FAX: (302) 739-2137

Minutes of the 138th Meeting

June 21, 2017

The Water Infrastructure Advisory Council held a public meeting on Wednesday, June 21, 2017 at 9:00 a.m., at Kent County Administrative Complex, 555 S. Bay Road, Conference Room 220, Dover, Delaware.

MEMBERS PRESENT:

Jeffrey Bross, Chairman
Hans Medlarz, Vice-Chair
Richard Duncan
Charles Anderson
Jen Adkins
Bruce W. Jones
Eugene Dvornick
Andy Burger
Michael Harmer
Lt. Col. Douglas D. Riley

MEMBERS ABSENT:

Jeffrey Flynn
David Baker

OTHERS PRESENT WERE:

Terry Deputy, Environmental Finance
Greg Pope, Environmental Finance
Laura Rafferty, Environmental Finance
Davison Mwale, Environmental Finance
Robert C. Burns, Environmental Finance
Frank Paquette, Environmental Finance
Keith Kooker, Environmental Finance
Reza Moqtaderi, Environmental Finance
Laura Robbins, Environmental Finance
Dave Schepens, DNREC
James Sullivan, DNREC
Anita Beckel, DNREC
Heather Warren, DHSS/DPH
Thom May, DHSS/DPH
Ken Branner, Artesian Water

Chris Brendza, JMT
Bob LaFontaine, City of Dover
Winter Wong, City of Dover
John Heichel, Allied Control Services
David Athey, AECOM
Nichole Davis, KCI
Mike Gilbert, WRA
Andrew Lyons, GMB
JB Moore, Tetrattech
Andrew Jakubowitch, Kent County

CALL TO ORDER PUBLIC MEETING:

Meeting came to order at 9:00am.

APPROVAL OF THE AGENDA:

Motion made by Mr. Dvornick, seconded by Mr. Duncan to approve the agenda. Motion carried unanimously.

APPROVAL OF MINUTES –Public Hearing April 19,2017:

Motion made by Mr. Burger, seconded by Mr. Dvornick to approve the April 19, 2017 public hearing minutes. Motion carried unanimously.

APPROVAL OF MINUTES –Public Meeting April 19,2017:

Motion made by Mr. Jones, seconded by Ms. Adkins to approve the April 19, 2017 public meeting minutes. Motion carried unanimously.

WIAC-INFORMATIONAL:

New Environmental Finance Employee-Laura Robbins

Laura Robbins introduced herself to the WIAC. She is the new Fiscal Management Analyst with DNREC's Environmental Finance.

Washington Suburban Sanitary Commission (WSSC) Asset Management (AM) Program Project Development Process

Michael Harmer, a WIAC member and WSSC employee, gave a presentation on WSSC's Asset Management Program. WSSC has full-time staff to work on Asset Management: Mr. Harmer is a group leader and has 75 people that work under him. WSSC's AM covers water facilities, wastewater facilities, water buried assets, wastewater buried assets, support services facilities, water networks, and wastewater networks. Topics discussed were asset management plan outcomes, Nessie Curve, capital project development process, e-Builder, business case, risk, and cost savings. For a copy of the presentation please contact Michael Harmer at mike.harmer@wsscwater.com.

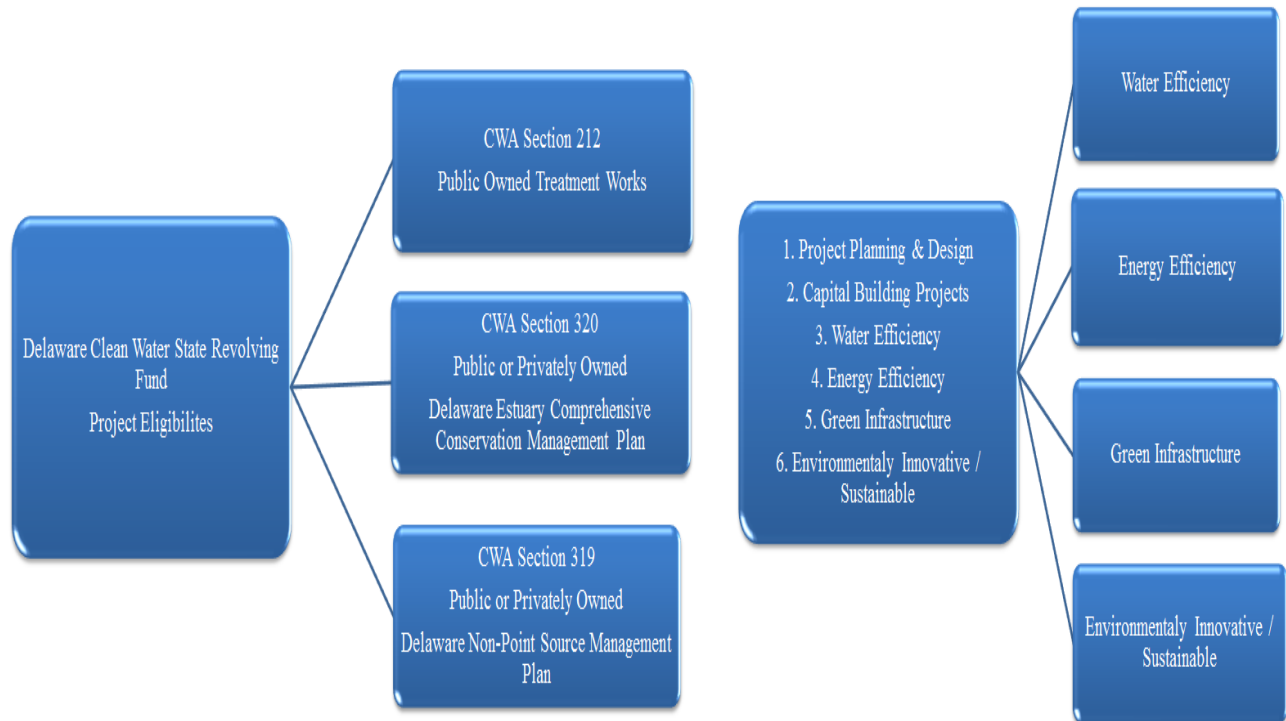
John Heichel, a systems engineer from Allied Control Services, Inc. (West Point, PA) presented the following:

Drinking Water Innovation and Technology Grant
Cybersecurity Initiative-City of Wilmington

Allied Control Services, Inc. worked with the City of Wilmington on a cybersecurity evaluation. Mr. Heichel discussed the various phases of the Assessment Process, and the SCADA (Supervisory Control and Data Acquisition) System Cyber Security Assisted Assessment Tool. There were 123 questions for the assessment: 27 were flagged as vulnerabilities and 37 showed remediations. Some students from the Howard School of Technology were given a presentation and taken on a plant tour.

Terry Deputy presented the following:

CWSRF Project Eligibilities



CWSRF FINANCING: 2.0% INTEREST RATES LOANS; LAND CONSERVATION LOAN SPONSORSHIP PROGRAM; WATER QUALITY IMPROVEMENT SPONSORSHIP PROGRAM	
	WATER EFFICIENCY
CWA SECTIONS 212 & 320	<ul style="list-style-type: none"> * Installation of water meters * Retrofit or replacement of water using fixtures, fittings, equipment or appliances * Collection system leak detection equipment
CWA SECTION 319	<ul style="list-style-type: none"> * Efficient landscape or agricultural irrigation equipment
	ENERGY EFFICIENCY
CWA SECTION 212 & 320	<ul style="list-style-type: none"> * Leak detection equipment for treatment works * Producing clean power for treatment works on site * Pro-rata share of capital costs for offsite publicly owned clean energy facilities that provide power to WWTPs
	GREEN INFRASTRUCTURE
CWA SECTION 212 & 320	<ul style="list-style-type: none"> * Implementation of comprehensive street tree or urban forestry programs * Implementation of green streets (combinations of green infrastructure practices in transportation rights-of-ways), for either new development, redevelopment or retrofits; * Establishment and restoration of riparian buffers, floodplains, wetlands and other natural features; Downspout disconnection to remove stormwater from combined sewers and storm sewers; and
	ENVIRONMENTALLY INNOVATIVE / SUSTAINABLE
CWA SECTIONS 212, 319, & 320	<ul style="list-style-type: none"> * Water reuse projects that reduce energy consumption, recharge aquifers and reduce water withdrawals and treatment costs * Projects that use water balance approaches (water budgets) at the project, local or state level that preserve site, local or regional hydrology * Water quality portion of projects that demonstrate the energy savings and climate change implications of sustainable site design practices and the use of green stormwater infrastructure

Terry Deputy presented the following:

- ☐ Proposed Wastewater and Drinking Water Statewide Facility Needs Assessment Updates
The Wastewater and Drinking Water Subcommittees will assist with the future needs assessments for Wastewater and Drinking Water to ensure that they have similar data output.
Council Charge: To develop and periodically update a nonbinding comprehensive, statewide water supply and wastewater facilities assessment to be presented in 3 sections, 1 for each county.
- ☐ Greg Pope will work with the WIAC Wastewater and Drinking Water Subcommittees to develop a separate common Scopes of Work, and RFPs
- ☐ CWSRF and DWSRF 2017 Workshop-July 14, 2017 – 10:00am to 12:00 noon at Kent County Administrative Complex, Conference Room 220, Dover, DE
- ☐ 2017 CWSRF and DWSRF Project Notices-of-Intent will be due August 14, 2017
- ☐ The CWSRF and DWSRF FY 2017 Project Priority Lists and Intended Use Plans have been approved.

NEW BUSINESS:

Keith Kooker presented the following:

City of Dover
Delaware Tech Pump Station Project
Silver Lake Pump Station Project
Walker Woods Pump Station Project

Project Description

The City of Dover is requesting a total of \$1,388,000 to replace three existing pump stations. The existing recessed wet well pump stations are to be replaced with new skid mounted suction lift pumps. These replacements will include a new pumping system, controls, float system and SCADA. In addition, the existing wet well is to be inspected and rehabilitated if needed.

Environmental Review

Technical reviews of the loan applications' PER and EID revealed no environmental impacts anticipated from the proposed projects. These projects all qualified for categorical exclusions.

Project Schedule

Start of Construction – July 2018

Completion of Construction – January 2019

Robert Burns presented the following:

Project Budget

	Del Tech Pump Station	Silver Lake Pump Station	Walker Woods Pump Station
a. Administration	\$0	\$0	\$0
b. Engineering	\$52,000	\$52,000	\$52,000
c. Construction	\$450,000	\$462,000	\$476,000
i. Construction and Installation	\$450,000	\$462,000	\$476,000
d. Contingencies	\$0	\$0	\$0
Total	<u>\$502,000</u>	<u>\$514,000</u>	<u>\$528,000</u>

Source of Funds

	Del Tech Pump Station	Silver Lake Pump Station	Walker Woods Pump Station
City of Dover Reserve Funds	\$52,000	\$52,000	\$52,000
Proposed WPCRF Loan	<u>\$450,000</u>	<u>\$462,000</u>	<u>\$476,000</u>

Affordability Analysis

The new projects result in a user rate estimated at \$599 per EDU for wastewater, which is 1.31% of MHI.

Due to the low annual expense for these projects and the high number of EDU's associated with them, the potential effect on individual user rates is minimal.

The increase is estimated at just \$6.81 annually per EDU. The City does not anticipate any rate increase as a result of these projects.

The proposed projects have a combined user rate of 1.91% for both wastewater and drinking water. Thus, the projects are considered affordable.

Proposed Loan Terms

- The proposed loans will be secured by a Revenue Pledge of the City's water utility revenues.
- 2% interest, 20 year term
- During construction semi-annual installments of 2% interest only payments will be made by the City.
- Upon project completion, principal and interest payments shall be paid semi-annually in an amount sufficient to amortize the outstanding principal balance over the 20-year term.

Recommendation:

Environmental Finance, Office of the Secretary, recommends Council approval and recommendation of three CWSRF Binding Loan Commitments in the amount of \$450,000 for the Del Tech Pump Station Project, \$462,000 for the Silver Lake Pump Station Project and \$476,000 for the Walker Woods Pump Station Project to the City of Dover. The City will be required to pay 2% interest during project construction paid semi-annually. Upon completion, principal and interest payments shall be paid semi-annually in an amount sufficient to amortize the outstanding principal balance over the 20-year term.

Motion made by Vice-Chair Medlarz, seconded by Lt. Col Riley to approve the three CWSRF Binding Commitments for the City of Dover: Del Tech Pump Station (\$450,000); Silver Lake Pump Station Project (\$462,000); Walker Woods Pump Station (\$476,000). Motion carried unanimously.

Jim Sullivan presented the following:

Surface Water Matching Planning Grants
Award Recommendations (May 2017 submittal)

A press release was issued on April 28, 2017. The Grant Proposals were due on May 24, 2017. On June 12, 2017, all 3 grant applications were reviewed and ranked: they were considered eligible and acceptable.

The following grants recommendations are offered to the Water Infrastructure Advisory Council for approval.

#1 Final Score 97 - City of Newark

Stormwater Management Facility at the former Caesar Rodney Dormitory Complex

Planning feasibility study to appropriately size a stormwater management facility and necessary best management practices for water quality improvements on the former Caesar Rodney dormitory site.

The City has been approved for a Project Planning Advance for this project.

Project Cost: \$100,000

Recommended Grant Award: \$50,000

#2 Final Score 90- New Castle County Department of Special Services

Chestnut Valley Stream Stabilization Study

Stream stabilization and restoration study within the development of Chestnut Valley. The stream receives runoff from approximately 140 acres. The streambank is eroding and the inline basins are receiving heavy sediment loads. Stream stabilization will improve stream water quality and habitat while reducing the ongoing maintenance burden of the stormwater management facilities to heavy sedimentation.

Project Cost: \$50,000

Recommended Grant Award: \$25,000

#3 Final Score 80- Town of Fenwick Island

Drainage and Water Quality Design for Bayard Street

This design will include water quality improvements in conjunction with solving existing drainage issues through stormwater retrofits, and implementing green technology. The project location is Bayard Street from Route 1 to the intersection of Bayard Street Extension. This project was identified from a prior SWMPG which mapped the existing stormwater infrastructure and deficiencies within the Town.

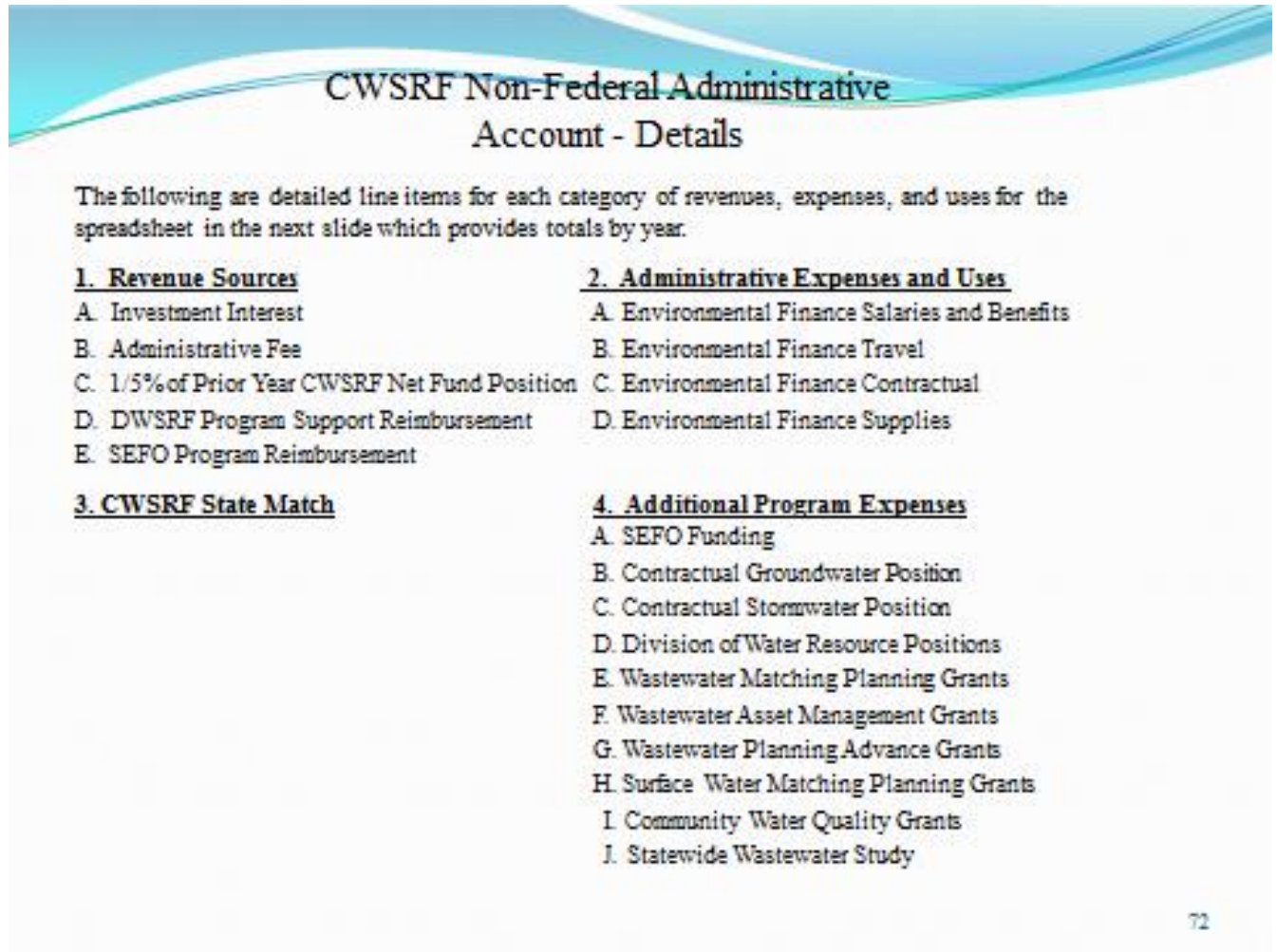
Project Cost: \$13,000

Recommended Grant Award: \$6,500

Motion made by Mr. Duncan, seconded by Mr. Burger to approve the Surface Water Matching Planning Grants: City of Newark (\$50,000; New Castle County (\$25,000); Town of Fenwick Island (\$6,500). Motion carried unanimously.

Terry Deputy presented the following:

2018 Recommended CWSRF and DWSRF Non-Federal Administrative Accounts-Allocations



CWSRF Non-Federal Administrative Account - Details

The following are detailed line items for each category of revenues, expenses, and uses for the spreadsheet in the next slide which provides totals by year.

<u>1. Revenue Sources</u>	<u>2. Administrative Expenses and Uses</u>
A. Investment Interest	A. Environmental Finance Salaries and Benefits
B. Administrative Fee	B. Environmental Finance Travel
C. 1/5% of Prior Year CWSRF Net Fund Position	C. Environmental Finance Contractual
D. DWSRF Program Support Reimbursement	D. Environmental Finance Supplies
E. SEFO Program Reimbursement	
<u>3. CWSRF State Match</u>	<u>4. Additional Program Expenses</u>
	A. SEFO Funding
	B. Contractual Groundwater Position
	C. Contractual Stormwater Position
	D. Division of Water Resource Positions
	E. Wastewater Matching Planning Grants
	F. Wastewater Asset Management Grants
	G. Wastewater Planning Advance Grants
	H. Surface Water Matching Planning Grants
	I. Community Water Quality Grants
	J. Statewide Wastewater Study

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CWSRF Non Federal Administrative Account (NFAA), Current and Planned Uses

	Actual					Projections			
	FY12 Actual	FY13 Actual	FY14 Actual	FY15 Actual	FY16 Actual	FY17 Projected	FY18 Projected	FY19 Projected	FY20 Projected
1. Revenue Sources									
Total Annual Revenues	\$2,084,275	\$1,918,501	\$1,848,651	\$1,945,013	\$1,872,746	\$2,365,209	\$2,416,782	\$2,529,418	\$2,642,406
2. Administrative Expenses and Uses									
Total Administrative Expenses and Uses	\$660,522	\$287,995	\$378,752	\$925,481	\$630,782	\$1,025,000	\$1,048,000	\$1,071,000	\$1,094,000
Total Administrative Obligations To Be Paid	\$40,264	\$55,053	\$11,935	\$170,133	\$72,322	\$100,000	\$100,000	\$100,000	\$100,000
3. CWSRF State Match									
A. CWSRF State Match	\$29,114	\$0	\$0	\$0	\$0	\$578,000	\$1,294,800	\$0	\$0
4. Additional Program Expenses									
Total Additional Program Expenses	\$1,790,423	\$1,479,360	\$1,944,507	\$2,066,005	\$2,010,549	\$1,720,177	\$2,643,000	\$1,856,000	\$1,479,000
Total End of FY Program Obligations	\$314,294	\$281,631	\$288,072	\$607,022	\$1,207,195	\$1,814,911	\$1,632,000	\$1,387,000	\$2,033,000
Total Combined Annual Expenses and Uses	\$2,450,945	\$1,767,355	\$2,323,259	\$2,991,486	\$2,641,331	\$2,745,177	\$3,691,000	\$2,927,000	\$2,573,000
5. Total CWSRF NFAA Expenses									
CWSRF NFAA Expenses	\$2,480,059	\$1,767,355	\$2,323,259	\$2,991,486	\$2,641,331	\$3,323,177	\$4,985,800	\$2,927,000	\$2,573,000
Total CWSRF NFAA End of FY Obligations	\$354,558	\$336,684	\$300,008	\$777,155	\$1,279,517	\$1,914,911	\$1,732,000	\$1,487,000	\$2,133,000
6. Annual Fund Growth (Decrease)	(\$395,784)	\$151,146	(\$474,608)	(\$1,046,473)	(\$768,585)	(\$957,968)	(\$2,569,018)	(\$397,582)	\$69,406
7. Balances									
End of FY Available Fund Balance	\$7,772,637	\$7,941,657	\$7,503,726	\$5,980,106	\$4,709,159	\$3,115,797	\$730,000	\$577,000	\$0
End of FY Accounting Fund Balance	\$8,127,195	\$8,278,341	\$7,803,733	\$6,757,261	\$5,988,676	\$5,030,708	\$2,462,000	\$2,064,000	\$2,133,000
8. Grant Programs	Historical Annual Grant/Program Allocations Approved by WIAC					Projected Annual Grant/Program Allocations			
SEFO Program						\$300,000	\$250,000	\$250,000	\$200,000
Obligated	\$150,000	\$150,000	\$150,000	\$250,000	\$561,362	\$0	\$0	\$0	\$0
Wastewater Matching Grants						\$500,000	\$300,000	\$200,000	\$150,000
Obligated	\$189,384	\$137,686	\$190,000	\$352,967	\$183,773	\$375,972	\$150,000	\$100,000	\$75,000
Asset Management Planning Grants						\$500,000	\$300,000	\$200,000	\$100,000
Obligated					\$630,000	\$908,762	\$982,000	\$937,000	\$803,000
Project Planning Advances						\$500,000	\$300,000	\$200,000	\$100,000
Obligated					\$90,000	\$100,000	\$150,000	\$100,000	\$50,000
Surface Water Matching Grants						\$300,000	\$250,000	\$150,000	\$109,000
Obligated	\$235,100	\$171,655	\$208,563	\$482,250	\$267,607	\$212,481	\$125,000	\$75,000	\$55,000
Community Water Quality Grants						\$350,000	\$250,000	\$150,000	\$100,000
Obligated	\$391,163	\$500,000	\$350,000	\$525,000	\$320,241	\$217,696	\$125,000	\$75,000	\$50,000
Special Study (U of D & Tetra Tech)									
Obligated	\$400,000								
Statewide Wastewater Study						\$0	\$300,000	\$0	\$0
Obligated						\$0	\$100,000	\$100,000	\$1,000,000
Total Proposed Program Uses						\$2,450,000	\$1,950,000	\$1,150,000	\$759,000
Obligated	\$1,365,647	\$959,341	\$898,563	\$1,610,217	\$2,052,983	\$1,814,911	\$1,632,000	\$1,387,000	\$2,033,000

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CWSRF Non Federal Administrative Account (NFAA), Current and Planned Uses

	Actual					Projections			
	FY12 Actual	FY13 Actual	FY14 Actual	FY15 Actual	FY16 Actual	FY17 Projected	FY18 Projected	FY19 Projected	FY20 Projected
1. Revenue Sources									
A. Investment Interest	\$49,127	\$40,214	\$29,003	\$30,568	\$38,735	\$46,000	\$35,000	\$30,000	\$25,000
B. Administrative Fee	\$2,035,148	\$1,878,287	\$1,819,648	\$1,914,445	\$1,834,011	\$1,450,000	\$1,500,000	\$1,600,000	\$1,700,000
C. 1/5% of Prior Year CWSRF Net Fund Position						\$518,159	\$538,159	\$548,922	\$559,901
D. DWSRF Program Support Reimbursement						\$331,092	\$323,266	\$329,731	\$336,326
E. SEFO Program Reimbursement						\$19,958	\$20,357	\$20,764	\$21,180
Total Annual Revenues	\$2,084,275	\$1,918,501	\$1,848,651	\$1,945,013	\$1,872,746	\$2,365,209	\$2,416,782	\$2,529,418	\$2,642,406
2. Administrative Expenses and Uses									
A. Environmental Finance Salaries and Benefits	\$395,364	\$128,895	\$317,639	\$717,752	\$397,370	\$735,000	\$750,000	\$765,000	\$780,000
B. Environmental Finance Travel	\$9,525	\$9,024	\$12,041	\$10,211	\$11,228	\$7,000	\$8,000	\$9,000	\$10,000
C. Environmental Finance Contractual	\$241,698	\$143,720	\$44,463	\$193,426	\$219,346	\$280,000	\$286,000	\$292,000	\$298,000
D. Environmental Finance Supplies	\$13,935	\$6,356	\$4,609	\$4,092	\$2,839	\$3,000	\$4,000	\$5,000	\$6,000
Total Administrative Expenses and Uses	\$660,522	\$287,995	\$378,752	\$925,481	\$630,782	\$1,025,000	\$1,048,000	\$1,071,000	\$1,094,000
Total Administrative Obligations To Be Paid	\$40,264	\$55,053	\$11,935	\$170,133	\$72,322	\$100,000	\$100,000	\$100,000	\$100,000
3. CWSRF State Match									
A. CWSRF State Match	\$29,114	\$0	\$0	\$0	\$0	\$578,000	\$1,294,800	\$0	\$0
4. Additional Program Expenses									
A. SEFO Funding	\$150,000	\$150,000	\$250,000	\$250,000	\$561,362	\$300,000	\$250,000	\$250,000	\$200,000
B. Contractual Groundwater Position	\$55,140	\$59,780	\$58,798	\$60,157	\$64,789	\$55,000	\$56,000	\$57,000	\$58,000
C. Contractual Stormwater Position	\$60,902	\$65,042	\$58,551	\$66,524	\$72,266	\$70,000	\$71,000	\$72,000	\$73,000
D. Division of Water Resource Positions	\$525,482	\$501,663	\$531,378	\$512,174	\$534,483	\$555,000	\$566,000	\$577,000	\$589,000
E. Wastewater Matching Planning Grants	\$151,940	\$171,558	\$168,567	\$169,478	\$247,386	\$200,000	\$300,000	\$200,000	\$150,000
F. Wastewater Asset Management Grants	\$0	\$0	\$0	\$0	\$37,378	\$85,000	\$300,000	\$200,000	\$100,000
G. Wastewater Planning Advance Grants	\$0	\$0	\$0	\$0	\$0	\$25,000	\$300,000	\$200,000	\$100,000
H. Surface Water Matching Planning Grants	\$356,741	\$350,000	\$475,000	\$507,672	\$317,991	\$212,481	\$250,000	\$150,000	\$109,000
I. Community Water Quality Grants	\$171,655	\$153,350	\$402,213	\$500,000	\$174,894	\$217,696	\$250,000	\$150,000	\$100,000
J. Statewide Wastewater Facilities Needs Study	\$318,563	\$27,967	\$0	\$0	\$0	\$0	\$300,000	\$0	\$0
Total Additional Program Expenses	\$1,790,423	\$1,479,360	\$1,944,507	\$2,066,005	\$2,010,549	\$1,720,177	\$2,643,000	\$1,856,000	\$1,479,000
Total End of FY Program Obligations	\$314,294	\$281,631	\$288,072	\$607,022	\$1,207,195	\$1,814,911	\$1,632,000	\$1,387,000	\$2,033,000
Total Combined Annual Expenses and Uses	\$2,450,945	\$1,767,355	\$2,323,259	\$2,991,486	\$2,641,331	\$2,745,177	\$3,691,000	\$2,927,000	\$2,573,000
5. Total CWSRF NFAA Expenses									
CWSRF NFAA Expenses	\$2,480,059	\$1,767,355	\$2,323,259	\$2,991,486	\$2,641,331	\$3,323,177	\$4,985,800	\$2,927,000	\$2,573,000
Total CWSRF NFAA End of FY Obligations	\$354,558	\$336,684	\$300,008	\$777,155	\$1,279,517	\$1,914,911	\$1,732,000	\$1,487,000	\$2,133,000
6. Annual Fund Growth (Decrease)	(\$395,784)	\$151,146	(\$474,608)	(\$1,046,473)	(\$768,585)	(\$957,968)	(\$2,569,018)	(\$397,582)	\$69,406
7. Balances									
End of FY Available Fund Balance	\$7,772,637	\$7,941,657	\$7,503,726	\$5,980,106	\$4,709,159	\$3,115,797	\$730,000	\$577,000	\$0
End of FY Accounting Fund Balance	\$8,127,195	\$8,278,341	\$7,803,733	\$6,757,261	\$5,988,676	\$5,030,708	\$2,462,000	\$2,064,000	\$2,133,000
8. Grant Programs									
SEFO Program	Historical Annual Grant/Program Allocations Approved by WIAC					Projected Annual Grant/Program Allocations			
Obligated	\$150,000	\$150,000	\$150,000	\$250,000	\$561,362	\$300,000	\$250,000	\$250,000	\$200,000
Wastewater Matching Grants						\$0	\$0	\$0	\$0
Obligated	\$189,384	\$137,686	\$190,000	\$352,967	\$183,773	\$500,000	\$300,000	\$200,000	\$150,000
Asset Management Planning Grants						\$375,972	\$150,000	\$100,000	\$75,000
Obligated					\$630,000	\$500,000	\$300,000	\$200,000	\$100,000
Project Planning Advances						\$908,762	\$982,000	\$937,000	\$803,000
Obligated					\$90,000	\$500,000	\$300,000	\$200,000	\$100,000
Surface Water Matching Grants						\$100,000	\$150,000	\$100,000	\$50,000
Obligated	\$235,100	\$171,655	\$208,563	\$482,250	\$267,607	\$300,000	\$250,000	\$150,000	\$109,000
Community Water Quality Grants						\$212,481	\$125,000	\$75,000	\$55,000
Obligated	\$391,163	\$500,000	\$350,000	\$525,000	\$320,241	\$350,000	\$250,000	\$150,000	\$100,000
Special Study (U of D & Tetra Tech)						\$217,696	\$125,000	\$75,000	\$50,000
Obligated	\$400,000								
Statewide Wastewater Study						\$0	\$300,000	\$0	\$0
Obligated						\$0	\$100,000	\$100,000	\$100,000
Total Proposed Program Uses						\$2,450,000	\$1,950,000	\$1,150,000	\$759,000
Obligated	\$1,365,647	\$959,341	\$898,563	\$1,610,217	\$2,052,983	\$1,814,911	\$1,632,000	\$1,387,000	\$2,033,000

DWSRF Non-Federal Administrative Account - Details

The following are detailed line items for each category of revenues, expenses, and uses for the spreadsheet in the next slide which provides totals by year.

1. Revenue Sources

- A. Investment Interest
- B. Administrative Fee

3. CWSRF State Match

2. Administrative Expenses and Uses

- A. Environmental Finance Salaries & Benefits
- B. DNREC Source Water Protection Salaries & Benefits
- C. Contractual
- D. DHSS DPH Laboratory Expenses

4. Additional Program Expenses

- A. Sustainability Contract Phase III
- B. DWSRF Innovation & Technology Grants
- C. Additional Subsidization Program \$2,653,500
- D. DWSRF Asset Management Grant
- E. Project Planning Advances
- F. DWSRF Matching Planning Grants
- G. Statewide DW Facilities Assessment Study

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DWSRF Non Federal Administrative Account (NFAA) -- Current and Proposed Program Uses

	FY14 Actual	FY15 Actual	FY16 Actual	FY17 Projected	FY18 Projected	FY19 Projected	FY20 Projected
<u>1. Revenue Sources</u>							
Total Annual Revenues	\$2,008,701	\$1,540,828	\$1,522,351	\$1,467,000	\$1,375,000	\$1,320,000	\$1,265,000
<u>2. Administrative Expenses and Uses</u>							
Total DWSRF Administrative Expenses	\$187,942	\$200,075	\$367,131	\$531,092	\$769,266	\$784,731	\$800,326
Total End of FY Administrative Obligations	\$107,177	\$164,119	\$167,639	\$275,000	\$281,000	\$287,000	\$293,000
<u>3. DWSRF State Match</u>		\$69,000		\$1,662,400	\$1,650,000	\$0	\$0
<u>4. Additional Program Expenses</u>							
Total Additional Program Expenses	\$0	\$13,066	\$195,919	\$606,770	\$1,829,500	\$1,781,000	\$1,781,000
Total End of FY Program Obligations	\$0	\$169,690	\$456,770	\$1,456,242	\$1,926,000	\$2,055,000	\$2,170,000
<u>5. Total DWSRF NFAA Expenses</u>							
DWSRF NFAA Expenses	\$187,942	\$282,141	\$563,051	\$2,800,262	\$4,248,766	\$2,565,731	\$2,581,326
Total DWSRF NFAA End of FY Obligations	\$107,177	\$333,809	\$624,409	\$1,731,242	\$2,207,000	\$2,342,000	\$2,463,000
<u>6. Annual Fund Growth / (Decrease)</u>	\$1,820,759	\$1,258,687	\$959,301	(\$1,333,262)	(\$2,873,766)	(\$1,245,731)	(\$1,316,326)
<u>7. Balances</u>							
End of FY Available Fund Balance	\$8,324,078	\$9,356,133	\$10,024,834	\$7,585,000	\$4,235,476	\$2,854,745	\$1,417,419
End of FY Accounting Fund Balance	\$8,512,020	\$9,689,942	\$10,649,243	\$9,316,242	\$6,442,476	\$5,196,745	\$3,880,419
<u>8. Grant Program Uses</u>							
	Historical Annual Grant Program Uses			Allocated and Future Annual Grant Program Uses			
A. Sustainability Contract Phase III Obligated				\$0	\$48,500 \$25,000	\$0 \$0	\$0
B. DWSRF Innovation and Technology Grants Obligated			\$99,999	\$150,000 \$50,050	\$150,000 \$75,000	\$150,000 \$75,000	\$150,000 \$75,000
C. Additional Subsidization Program \$2,653,500 Obligated				\$530,700 \$0	\$530,700 \$50,000	\$530,700 \$50,000	\$530,700 \$50,000
D. DWSRF Asset Mangement Grant Obligated			\$698,685	\$500,000 \$1,181,746	\$500,000 \$1,386,000	\$500,000 \$1,540,000	\$500,000 \$1,655,000
E. Project Planning Advances Obligated				\$300,000 \$0	\$300,000 \$150,000	\$300,000 \$150,000	\$300,000 \$150,000
F. DWSRF Matching Planning Grants Obligated		\$182,756	\$82,280	\$300,000 \$224,446	\$300,000 \$150,000	\$300,000 \$150,000	\$300,000 \$150,000
G. Statewide Drinking Water Study Obligated					\$300,000 \$90,000	\$90,000	\$90,000
Total Proposed Program Uses Obligated	\$0	\$182,756	\$880,964	\$1,780,700 \$1,456,242	\$2,129,200 \$1,926,000	\$1,780,700 \$2,055,000	\$1,780,700 \$2,170,000

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DWSRF Non Federal Administrative Account (NFAA) -- Current and Proposed Program Uses

	FY14 Actual	FY15 Actual	FY16 Actual	FY17 Projected	FY18 Projected	FY19 Projected	FY20 Projected
1. Revenue Sources							
A. Investment Interest	\$21,984	\$38,873	\$65,547	\$80,000	\$75,000	\$70,000	\$65,000
B. Administrative Fee	\$1,986,717	\$1,501,955	\$1,456,805	\$1,387,000	\$1,300,000	\$1,250,000	\$1,200,000
3. Origination Fee	\$0	\$0	\$0	\$0	\$0	\$0	\$0
4. 1/2 Project Planning Advances Repaid	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Annual Revenues	\$2,008,701	\$1,540,828	\$1,522,351	\$1,467,000	\$1,375,000	\$1,320,000	\$1,265,000
2. Administrative Expenses and Uses							
A. Environmental Finance Salaries & Benefits	\$100,000	\$98,870	\$155,311	\$331,092	\$323,266	\$329,731	\$336,326
B. DNREC Source Water Protection Salaries & Benefits				\$55,000	\$55,000	\$56,000	\$57,000
C. Contractual	\$87,942	\$101,205	\$61,307	\$65,000	\$66,000	\$67,000	\$68,000
D. DHSS DPH Laboratory Expenses			\$150,513	\$80,000	\$325,000	\$332,000	\$339,000
Total DWSRF Administrative Expenses	\$187,942	\$200,075	\$367,131	\$531,092	\$769,266	\$784,731	\$800,326
Total End of FY Administrative Obligations	\$107,177	\$164,119	\$167,639	\$275,000	\$281,000	\$287,000	\$293,000
3. DWSRF State Match							
		\$69,000		\$1,662,400	\$1,650,000	\$0	\$0
4. Additional Program Expenses							
A. Sustainability Contract Phase III			\$0	\$0	\$48,500	\$0	\$0
B. DWSRF Innovation and Technology Grants			\$41,612	\$58,387	\$150,000	\$150,000	\$150,000
C. Additional Subsidization Program \$2,653,500				\$0	\$531,000	\$531,000	\$531,000
D. DWSRF Asset Mangement Grant			\$34,485	\$309,160	\$500,000	\$500,000	\$500,000
E. Project Planning Advances				\$150,000	\$300,000	\$300,000	\$300,000
F. DWSRF Matching Planning Grants		\$13,066	\$119,822	\$89,223	\$300,000	\$300,000	\$300,000
G. Statewide Drinking Water Study				\$0	\$300,000	\$0	\$0
Total Additional Program Expenses	\$0	\$13,066	\$195,919	\$606,770	\$1,829,500	\$1,781,000	\$1,781,000
Total End of FY Program Obligations	\$0	\$169,690	\$456,770	\$1,456,242	\$1,926,000	\$2,055,000	\$2,170,000
5. Total DWSRF NFAA Expenses							
DWSRF NFAA Expenses	\$187,942	\$282,141	\$563,051	\$2,800,262	\$4,248,766	\$2,565,731	\$2,581,326
Total DWSRF NFAA End of FY Obligations	\$107,177	\$333,809	\$624,409	\$1,731,242	\$2,207,000	\$2,342,000	\$2,463,000
6. Annual Fund Growth / (Decrease)							
	\$1,820,759	\$1,258,687	\$959,301	(\$1,333,262)	(\$2,873,766)	(\$1,245,731)	(\$1,316,326)
7. Balances							
End of FY Available Fund Balance	\$8,324,078	\$9,356,133	\$10,024,834	\$7,585,000	\$4,235,476	\$2,854,745	\$1,417,419
End of FY Accounting Fund Balance	\$8,512,020	\$9,689,942	\$10,649,243	\$9,316,242	\$6,442,476	\$5,196,745	\$3,880,419
8. Grant Program Uses							
	Historical Annual Grant Program Uses			Allocated and Future Annual Grant Program Uses			
A. Sustainability Contract Phase III Obligated				\$0	\$48,500	\$0	\$0
B. DWSRF Innovation and Technology Grants Obligated		\$99,999		\$150,000	\$150,000	\$150,000	\$150,000
C. Additional Subsidization Program \$2,653,500 Obligated				\$530,700	\$530,700	\$530,700	\$530,700
D. DWSRF Asset Mangement Grant Obligated		\$698,685		\$500,000	\$500,000	\$500,000	\$500,000
E. Project Planning Advances Obligated				\$300,000	\$300,000	\$300,000	\$300,000
F. DWSRF Matching Planning Grants Obligated		\$182,756	\$82,280	\$300,000	\$300,000	\$300,000	\$300,000
G. Statewide Drinking Water Study Obligated				\$224,446	\$150,000	\$150,000	\$150,000
Total Proposed Program Uses Obligated	\$0	\$182,756	\$880,964	\$1,780,700	\$2,129,200	\$1,780,700	\$1,780,700
				\$1,456,242	\$1,926,000	\$2,055,000	\$2,170,000

Mr. Burger made a motion, seconded by Vice-Chair Medlarz for a recommendation to the Secretary to have comparability between the CWSRF and DWSRF programs. Motion carried unanimously.

REPORTS

ADMINISTRATORS REPORTS

Greg Pope presented the following:

Project Updates

Sussex County – Angola North Sewer Expansion

Construction – Contract awarded to Pact One, LLC; notice to proceed May 21, 2017

Rehoboth Beach – Ocean Outfall, Force Main and Pump Station Project

Permitting – Secretary’s order signed on May 25, 2017 to authorize 5 DNREC permits; bidding begins in June 2017

DNREC Parks and WHS - NVF Yorklyn Site: OU-1 Wetland Project Construction – 85% complete

Sussex County – Route 54 Expansion of Fenwick Island SSD

Bidding – Pre-bid meeting held June 1, 2017; bid opening on June 20, 2017

Frank Paquette presented the following:

Cash Flow**Delaware CWSRF and DWSRF Financial Report**

Month Ending - May 31, 2017

	Sources of Funds	CWSRF (Millions of \$) Obligation of Funds	Disbursement of Funds	Sources of Funds	DWSRF (Millions of \$) Obligation of Funds	Disbursement of Funds
Actuals Through May 31, 2017						
Source of Funds						
Cap. Grants + State Match - Administrative	\$235.373			\$182.046		
Transfer of DWSRF Funds + State Match	31.529			(31.529)		
SRF Loan Repayments	147.679			51.238		
NPS Loan Repayments	14.612					
Investment Interest	12.195			2.911		
	<u>441.388</u>			<u>204.666</u>		
Loan Dollars:						
Cap. Grant Loans		\$338.898	\$317.907		\$172.267	\$158.535
Non Cap. Grant Loans		16.359	16.359		5.000	5.000
		<u>\$355.257</u>	<u>\$334.266</u>		<u>\$177.267</u>	<u>\$163.535</u>
Balance Available for Loans		\$86.131	\$107.122		\$27.399	\$41.131
Projected June 1, 2017 through June 30, 2017						
Source of Funds						
FY 2017 Capitalization Grant + State Match - Admin	\$0.000			\$0.000		
Transfer from CWSRF to DWSRF	As Needed			As Needed		
SRF Loan Repayments	3.680			0.032		
Investment Interest	0.100			0.151		
	<u>\$3.780</u>			<u>\$0.183</u>		
Loan Dollars						
Cap. Grant & Non Cap Grant Loans		\$0.000	\$3.680		\$16.000	\$0.623
NPS Loans		0.221	0.221			
		<u>\$0.221</u>	<u>\$3.901</u>		<u>\$16.000</u>	<u>\$0.623</u>
FY 2017 Balance Available for Loans		\$3.559	(\$0.121)		(\$15.817)	(\$0.440)
Cumulative Balance Available for Loans		\$89.689	\$107.001		\$11.582	\$40.691
Projected July 1, 2017 through June 30, 2018						
Source of Funds						
FY 2018 Capitalization Grant + State Match - Admin	\$7.830			\$6.758		
Transfer from CWSRF to DWSRF	As Needed			As Needed		
SRF Loan Repayments	16.468			8.531		
Investment Interest	0.268			0.408		
	<u>\$24.566</u>			<u>\$15.697</u>		
Loan Dollars						
Cap. Grant & Non Cap Grant Loans		\$75.000	\$58.288		\$26.000	\$15.124
NPS Loans		0.500	0.500			
		<u>\$75.500</u>	<u>\$58.788</u>		<u>\$26.000</u>	<u>\$15.124</u>
FY 2017 Balance Available for Loans		(\$50.934)	(\$34.222)		(\$10.303)	\$0.573
Cumulative Balance Available for Loans		\$38.754	\$72.779		\$1.279	\$41.264

Wastewater: Met and discussed the Wastewater Needs Analysis; will be a future discussion on standardization and methodology. There may be some applications to submit at a later date.

Surfacewater: Met and discussed: the projects that were presented in today's meeting and the eligibility of counties and municipalities for water quality projects: it was decided to keep the current eligibility restrictions.

Finance: Met on Tuesday, June 6, 2017. Mr. Burger stated that the items discussed were presented at today's WIAC meeting.

Drinking Water: Communicated electronically. There will be a meeting after today's WIAC meeting to discuss the Statewide Assessments with Bruce Jones.

PUBLIC COMMENTS: Carrie DeSimone recommended attending the Tri-Association Conference in Ocean City, MD (August 29-September 1, 2017).

GOOD OF THE COUNCIL: Chairman Bross is working with the Governor's office to get the reappointment of WIAC members whose terms have expired, and to get the WIAC member vacancy filled.

MEETING ADJOURNMENT: Motion made by Mr. Dvornick, seconded by Mr. Duncan to adjourn the meeting. Chairman Bross adjourned the meeting at 11:10am. The next WIAC meeting is August 16, 2017 to be held at Kent County Administrative Complex, Conference Room 220, 555 Bay Road, Dover, DE at 9:00am.